

**Greenwich Board of Education
Minutes of the New Lebanon Building Committee Meeting**

DATE: Wednesday, August 5, 2020
TIME: 8:00 - 9:25 am
LOCATION: New Leb. School, Conference Room
Max. of 5 people – all others call-in

Committee Members Present:

Stephen Walko - Chairman
Bill Drake - Vice Chairman (BET)
Patricia Baiardi Kantorski - Clerk
Christina Downey (BOE)
Clare Kilgallen
Jake Allen
Brian Harris

Absent: Dean L. Goss

Ex-Officio Members Present:

Absent: Will Schwartz (DPW)
Peter Bernstein (BOE Chair)
Nick Macri (P&Z)

Others Present:

Ryszard Szczypek (Tai Soo Kim)
Jae Chu (Gilbane-Project Engineer)
John Hawley (Gilbane VP)
Dan Watson (DOF-BOE)

1. Call the meeting to order

- a. The meeting was called to order by Steve Walko at 8:00 am.

2. Update from Chairman

- a. Steve Walko began the meeting discussing the Punch List Items. (see #6. below)

3. Update by Gilbane

- a. Included in other items.

4. Update by CSG

- a. Chris Cykley discussed the detailed breakout of the project expenses. Cykley said the revised project budget is \$37,309,058.00.

5. Update by TSKP Studio

- a. Included in other items.

6. Update on Punch List & Timeline

- a. Steve Walko reviewed the outstanding items on the Punch List and School's Wish List. Punch List Items #18. Room 223 - Review raising up FA mesh radio box above ceiling. Done. #21. Add signage: South bridge. - Done. #41. Playground latch. (not done correctly) #42. Add side curtain at stage similar to all schools at a cost of \$5,675.00. #47. Add planters at each bridge - (will be delivered & installed next week) #48. Color lens at stage lights. Done. #69. Elevator - "Communication Failure". (see ATP #269) #71. Rooftop ductwork (RTU#6). Done. #76. Revise joint at bridge. (work in progress, see ATP #268) #86. Repair drywall ceiling on 2nd floor Administration/Cafeteria. (patch needs paint) #89. Media Center ceiling tiles. Done. #90. Cafe reveal paint black. (in progress) #91. Clean up concrete at bottom of steps by North Entrance. (better but not done) #92. Gym microphone intermittent. (not done - TSKP Studio will investigate) School Wish List: #S-2. Small child adaptive swing galvanized stainless steel & bucket seats for exterior playground. P&R to install. (not done) #S-3. Pre-K changing tables & added steps. (delivered, too big. Done) #S-5. Shelves in work room closet Room 222. (Steve Walko to sign & release) #S-7. Art work on walls by staircase by main office & wall outside media center. (Open Item) #S-8. Magnets on book shelves ends in media center. (TSKP Studio to verify if shipped) #S-9. Lego board in maker space. (work in progress, will be completed this week) #S-10. Hanging microphones for stage. (director not recommended) #S-13. Flags in classrooms affixed to a higher point on the wall. Done. #14. Media specialist's key does not work in her office door. Done. #S-20. Add glass writable wall in maker space. (pending approval - ATP #251 for \$2-3,000.) #S-23. Clare Kilgallen: Add (3) 10 MPH speed limit signs. (pending information) #S24. Broken printer in media center - Add new printer. (Motion was made - see 7.f. below)

- b. Additional Punch List items discussed: a. Media Center & Cafe lights are flickering. Committee discussed lighting levels. b. Move podium to location so light can be plugged into an electrical strip. c. Steve Walko asked if the dimmer on the bridges was adjusted & tested. d. Gilbane needs to test the bridges snow melt system to turn at or below 40°. e.) Gilbane to remove 'Staff Only' sign by field. f. Gilbane to fix basketball hoops. g. Alarm on North staircase didn't go off. h. Patch needed in Cafe. i. Patch floor on stage. j. Fluid dripping on Gym floor from ceiling mounted motor. k. Science Room ceiling tile has water damage where bridge connects to building. l. Hose bib at North entrance has green substance seeping thru. m. Saddle on west doors from Cafe to Gym is too short. n. Paint patched areas in Room #223 & 229. o. Gilbane to throw out light post which is on the ground in the parking lot. p. Gilbane to fix or replace and secure leaning or bent parking lot signs. q. Computer Lab back wall shelves are missing the specified ports. TSKP Studio will investigate. Clare Kilgallen will send picture. r. Black spot on Media Center ceiling. s. Gilbane to confirm the Media Center PA system is working properly. t. Tile work in Bathroom #202 needs to be completed. u. Tile is missing in the Girl's Bathroom on the second floor/north side. v. Patch and paint wall in room #239 where clock was moved.

7. Discussion & Vote on Invoices and/or Change Orders

- a. **A Motion was made** by Jake Allen and seconded by Clare Kilgallen **to approve TSKP Studio Invoice #44 dated 6/1/20 for the amount of \$3,672.50.** A vote was taken and the motion was approved with a vote of 7-0-0. Dean Goss was absent.
- b. **A Motion was made** by Jake Allen and seconded by Clare Kilgallen **to approve TSKP Studio Invoice #45 dated 8/1/20 for the amount of \$3,900.00.** A vote was taken and the motion was approved with a vote of 7-0-0. Dean Goss was absent.
- c. **A Motion was made** by Jake Allen and seconded by Clare Kilgallen **to approve School Furnishings Invoice #28314 dated 6/18/20 for the amount of \$525.44.** A vote was taken and the motion was approved with a vote of 7-0-0. Dean Goss was absent.
- d. **A Motion was made** by Jake Allen and seconded by Clare Kilgallen **to approve School Furnishings Invoice #28315 dated 6/18/20 for the amount of \$353.99.** A vote was taken and the motion was approved with a vote of 7-0-0. Dean Goss was absent.
- e. **A Motion was made** by Clare Kilgallen and seconded by Bill Drake **to approve Gilbane's Construction Requisition #27 dated 7/31/20 for the period from 7/1/20 to 7/31/20 for the amount of \$322,770.04.** A vote was taken and the motion was approved with a vote of 7-0-0. Dean Goss was absent.

- f. **A Motion was made** by Jake Allen and seconded by Clare Kilgallen **to approve a new printer for the amount of \$2,700.00.** A vote was taken and the motion was approved with a vote of 7-0-0. Dean Goss was absent.
- g. **A Motion was made** by Jake Allen and seconded by Clare Kilgallen **to approve Infalco Invoice #13338 dated 8/3/20 for the amount of \$140.00.** A vote was taken and the motion was approved with a vote of 7-0-0. Dean Goss was absent.
- h. **A Motion was made** by Jake Allen and seconded by Clare Kilgallen **to approve Total Communication Invoice #114950 dated 1/30/20 for the amount of \$999.00.** A vote was taken and the motion was approved with a vote of 7-0-0. Dean Goss was absent.
- i. **A Motion was made** by Jake Allen and seconded by Clare Kilgallen **to approve Flip Nop Invoice #54282 dated 1/30/20 for the amount of \$348.00.** A vote was taken and the motion was approved with a vote of 7-0-0. Dean Goss was absent.
- j. The following Out-of-Scope (Owner Contingency) Items:
 - A.) **A Motion was made** by Jake Allen and seconded by Clare Kilgallen **to approve ATP #267 for CT carpentry bond cost, dated 8/1/20 for the amount of \$735.00** A vote was take and the motion was approved with a vote of 7-0-0. Dean Goss was absent.
 - B.) **A Motion was made** by Jake Allen and seconded by Clare Kilgallen **to approve ATP #269 for Otis Elevator service call, dated 8/1/20 for the amount of \$2,634.00** A vote was take and the motion was approved with a vote of 7-0-0. Dean Goss was absent.
- k. The following In-Scope Items:
 - A.) **A Motion was made** by Jake Allen and seconded by Clare Kilgallen **to approve ATP #265 for Additional General Conditions, dated 8/1/20 for the amount of \$41,512.00.** A vote was take and the motion was approved subject to the Punch List being completed with a vote of 7-0-0. Dean Goss was absent.
 - B.) **A Motion was made** by Jake Allen and seconded by Clare Kilgallen **to approve ATP #268 for SlipNot expansion joint, dated 8/1/20 for the amount of \$1,250.00.** A vote was take and the motion was approved with a vote of 7-0-0. Dean Goss was absent.
 - C.) **A Motion was made** by Jake Allen and seconded by Clare Kilgallen **to approve ATP #270 for Tile replacement at bridge, dated 8/1/20 for the amount of \$2,500.00.** A vote was take and the motion was approved with a vote of 7-0-0. Dean Goss was absent.

8. Discussion on C of O

- a. Jae Chu said Gilbane has submitted the requested drainage calculations to the town. Chu added that the town has requested a shield be installed over the catch basin and once Gilbane sends them a photo they will sign off on the project. Che also said the building department did not have any other items that needed to be taken care of.
- b. Steve Walko said Clare Kilgallen and Jake Allen reported that the final inspection was yesterday.

9. Periodic Report to RTM

- a. **A Motion was made** by Bill Drake and seconded by Jake Allen **to approve the the NLBC Report to the RTM as amended covering the dates February 1 to July 31, 2020.** The motion was approved with a vote of 6-0-0. Brian Harris and Dean Goss were absent.

10. Approval of May 28 & June 11, 2020 Meeting Minutes

- a. **A Motion was made** by Jake Allen and seconded by Bill Drake **to approve the Minutes of Meeting for May 28 & June 11, 2020.** The motion was approved with a vote of 6-0-0. Brian Harris and Dean Goss were absent.

11. Discussion of Next Steps

- a. Steve Walko said the next meeting will be to accept the C of O and to authorize Mr. Walko to hand the building over to the BOE.

12. Adjourn

- a. The meeting was adjourned by Steve Walko at 9:25 am.